

West Exmoor Federation



Charges and Remissions Policy

Introduction

The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs, trips and residential experiences, can make towards the pupils' personal and social education.

The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the schools within the federation and as additional optional activities.

The guidelines provided by the DCFS are a statement of the legal requirements introduced by the Education Reform Act, the intention of which was to clarify the previous legal positions regarding the provision of 'free' education with discrimination on the basis of the ability to pay.

The Governing Body reserves the right to make a charge in the following circumstances for activities organised by the schools within the federation:

School journeys in school hours – the board and lodging element of any residential activity deemed to take place within school hours;

Activities outside school hours – the full cost to each pupil of any activity deemed to be an optional extra taking place outside school hours;

Individual instrument tuition – the cost to the pupils of any instrumental tuition fee that is charged by the tutor;

Charging in kind – the cost of materials, ingredients, equipment (or the provision of them by parents/carers), for any art, craft and design or cooking activity, providing the parents have indicated in advance that they wish to own the finished product.

General

The Governing Body may, from time to time, amend the categories of activity for which a charge may be made.

Nothing in this policy statement precludes the Governing Body from inviting parents/carers to make voluntary contributions towards the cost of providing education for pupils and parents/carers may be asked to make such a contribution to a particular activity. No parent/carer will be under any obligation to contribute and no pupil would be omitted from the activity because his/her parents/carers are unwilling or unable to contribute. However, if parents/carers as a body are reluctant to support the activity

and sufficient funds were therefore unavailable the Governing Body reserves the right to cancel the activity concerned.

Remissions

Where the parents/carers of a pupils are in receipt of Working Family Tax Credit, Income Support, Income-Based Job Seekers Allowance, Disabled Persons Tax Credit or whatever needs-based benefit is currently in operation, the Governing Body will remit in full the cost of board and lodging for any residential activity that it organises for the pupil if the activity is deemed to take place within the school hours or where it forms part of the National Curriculum.

In other circumstances, there may be cases of family hardship, which make it difficult for pupils to take part in particular activities for which a charge is made. When arranging for a chargeable activity the Governing Body will invite parents/carers to apply in confidence for the remission of charges in part or in full. Authorisation of remission will be made by the Executive Headteacher.

Reviewed Jan 2010

Review